

## WEB SITE INVESTMENT CERTIFICATION

(ER 25-1-99)

Instructions. To be filled out by Web Site Managers. Use an electronic facsimile of this form (using FormFlow software) to document that the listed items below have been reconsidered each year for your web site. If you need more space, continue by using additional documents in PDF format. For each additional document write the title of the form and the item number at the top. Web Site Investment Certification guidance is located at <http://www.usace.army.mil/im/ceimi/internet/webchecklist.html>. Upon completion of this form, sign, scan, and save it as a PDF file. Append all additional PDF documents to this PDF file and forward an electronic copy by way of E-Mail to the Internet Center of Expertise at [webmaster@www.usace.army.mil](mailto:webmaster@www.usace.army.mil).

**Purpose:** This certification is intended to be an aid to Commanders/Directors in determining the need for existing and/or new web pages associated with their web sites.

1. What are the reasons for the existence of your web site?

2. How does your web site support the sub strategies of the USACE Strategic Vision and your Command's Campaign Plan?

3. For all the information associated with your web site, do you ensure that appropriate release authority exist and that similar information is not found elsewhere, or at another primary source?

☐ YES

☐ NO, *(explain)*

4. What quantitative and/or qualitative benefits does your web site provide, and how is the effectiveness of your web site measured (metrics)?

<p>5a. Has a web site financial analysis been conducted including development, operation, and maintenance costs?</p> <p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> NO, <i>(explain)</i></p>	<p>5b. Have the web site costs been entered into the Information Technology Investment Portfolio System (TIPS)?</p> <p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> NO, <i>(explain)</i></p>
<p>6. Is your web site in compliance with USACE Internet Policies? If no, document how, and when you intend to become compliant.</p> <p><input type="checkbox"/> YES    <input type="checkbox"/> NO, <i>(explain)</i></p>	
<p>7. State the USACE business process(es) supported by this web site:</p>	
<p>8. What local web site guidance exists?</p>	
<p>9. For each web server associated with this web site give the domain name, IP address, and target audience(s) of the web pages.</p>	
<p>10a. The web site for which certification is granted:</p>	
<p>10b. Web Site Manager Signature</p>	<p>10c. Date</p>